

Selection Process Note

Madhya Pradesh Public Health Services Corporation Limited (MPPHSCL), Madhya Pradesh, 2021

For the selection and deployment of the candidates for the below-mentioned positions under **Madhya Pradesh Public Health Services Corporation Limited (MPPHSCL)**, Madhya Pradesh, **SAMS** shall propose the following selection process.

1. Position Details:

S. No.	Position Name	Total Vacancies	Age Limit	Selection Process	*Ratio of Interview
1	General Manager (Inventory)	1 (UR)	For General Category: 18 to 40 For SC, ST, OBC, Government/ Nigam/ Mandal/ Autonomous Org. employees/ Nagar Sainik/ Handicapped/ Women's (Unreserved/ Reserved) etc.:18 to 45 (Maximum 5 years relaxation in Age)	Scrutiny of Applications+ Preparation of Merit List + Online Document Validation+ (Online) Personal Interview	1:10
2	Manager (Procurement)	1 (ST)			1:10
3	Manager (Supply Management)	1 (UR)			1:10
4	Manager (Logistics)	1 (UR)			1:10
5	Deputy Manager (Pharmaceutical)	1 (ST)			1:10
6	Sr. Pharmacist	1 (ST)			1:10
7	Divisional Pharmacist (Quality)	7 (UR-4, OBC-1, SC-1 and ST-1)			1:10
8	Divisional (Bio-Medical Engineer)	7 (UR-4, OBC-1, SC-1 and ST-1)			1:10
9	Legal Officer	1 (UR)			1:10
10	Company Secretary	1 (UR)			1:10
11	Office Assistant	2 (OBC-1, SC-1)			1:10
12	Data Entry Operator	1 (OBC)			1:10

*In the event, less than 10 candidates qualify for Online Interview based on eligibility, Online Interviews may be carried out with the available number of qualified/ shortlisted candidates.

Note: In case of a tie in between the two candidates, preference shall be given as per the details mentioned below in descending order

(i) Preference shall be given to an elder candidate;

(ii) Even if tie persist in the case of date of birth of the candidates, the candidate obtaining the highest mark in 12th/ Higher Secondary shall be given preference

2. Scrutiny of Applications (on Minimum Eligibility Criteria):

The scrutiny of applications, received through online mode, shall be done on the minimum eligibility criteria as advertised, and the list of eligible candidates shall be prepared. Once the list of eligible candidates is prepared, a merit list shall be prepared based on the following parameters.

3. Preparation of Merit List:

Position wise merit list shall be generated as per the above-mentioned ratio against each vacancy for the further selection process.

SCORING MATRIX (MPPHSCS Recruitment), 2021 (For Preparing the Merit-list for Online Personal Interview) (Maximum Marks-100)					
S. No.	Parameters	Max. Marks	Mark% of Essential Qualification and Additional Essential Experience (in Months)	Score Obtained	Description of Evaluation
1	Essential Qualification	50	100%	50	<p>Marks shall be awarded based on candidate percentage of mark secured in completion of essential qualification which is required for a position as per ToR.</p> <p>If a candidate has secured 60% marks for her/his qualification which is essential for the position as per the ToR, a total of 30 marks shall be awarded out of 50 Marks. (e.g. $50 \times 60\% = 30$ Marks)</p> <p>Consideration of Essential Qualification for awarding Marks:</p> <p>(a) Higher essential qualification shall be considered for awarding marks; (e.g., if an essential qualification is required for any position as B.Sc. Nursing along with any PG Degree, in the event of this PG Degree, shall be considered for awarding marks);</p> <p>(b) In case Multiple essential qualifications are required for any position (e.g., MBA/MSW/ MA Social Sc., etc.) and candidate possesses more than one similar above degree, in the event of this candidate shall be awarded the marks based on the degree where s/he secured more marks in comparison to her/his other degree (But the details of such course should be mentioned in the Online Form by the candidate).</p> <p>Note:</p> <p>a) Document validation team reserve the right for validation of Mark% of candidate degree and any deviation recorded at the time Document Validation Process shall disqualify the candidate;</p> <p>(b) In the case of CGPA grading, the document validation team shall calculate the CGPA in percentage based on grading for which the candidate shall produce documentary proof for the basis of calculation of percentage. If an applicant fails to present the above-supporting documents, he/she shall be liable for the disqualification/ cancellation of her/ his candidature.</p>
2	Essential Experience	50	100% Marks for Additional 200 Months of Essential Experience [Note: No marks shall be awarded on minimum number of years/ months on essential experience]	50	<p>Total score= 0.25 marks for each month of experience to a maximum of 50. [Note: No marks shall be awarded on a minimum number of years/ months on essential experience] (e.g. An Applicant has total 37 months of experience and essential experience is required of 36 months, in such scenario candidate shall be awarded mark for only one month, $1 \times 0.25 = 0.25$ Total Marks for experience criteria</p>
Total Marks		100		100	

Note:

1. The above matrix shall be used for the preparation of the merit list for the further selection process (i.e. Online Personal Interviews).
2. The score obtained by candidates as per the above matrix shall not be used in the preparation of the final selection list.

4. Online Document Validation:

Once the merit list is prepared, using the above-approved scoring matrix, scanned original documents of the candidates shortlisted for Online Personal Interviews, as per the merit rank and the above-mentioned interview ratio shall be validated with the information mentioned filled by the candidates in the online application form based on which they have been shortlisted for the position.

Candidates unable to produce any of the requisite documents within the stipulated timeline or if it gets ascertained that documents produced are forged irrespective of the time elapsed, they shall be liable for the disqualification for the position immediately or as an when discovered.

In case, if any candidate in the merit list as per ratio mentioned above fails to provide/produce any of the requisite documents which shall lower her/his merit marks, in such a scenario the next candidate as per the merit rank shall be deemed to be eligible for a video interview, subject to the successful completion of the online document validation.

After the completion of the online document validation process of the candidates shortlisted for online video interviews, the invitation for online video interview shall be sent as per scheduled interview date and time.

5. Online Personal Interview:

Online video interviews shall be organized as per the scheduled date and time.

After the successful completion of the Online Video Interviews, results shall be prepared to apply the State reservation roster, if applicable, for the final selection of the candidate.

Candidates must score the below given cut-off marks in Online Video Interviews for preparation of merit list for final selection:

A) 33% for Un-Reserved/EWS categories; **B)** 30% for OBC; and **C)** 24% for SC/ST

Note:

In case of a tie in between the two candidates, preference shall be given as per the details mentioned below in descending order

(i) Preference shall be given to an elder candidate;

(ii) Even if tie persist in the case of date of birth of the candidates, the candidate obtaining the highest mark in 12th/ Higher Secondary shall be given preference

6. Declaration of the Result:

The interview result shall be declared on **MPPHSCL** and **SAMS** website and offer letter shall be issued to the selected candidates by **MPPHSCL**. **SAMS** shall coordinate with selected candidates for the joining process.